

STANDARD FORM NO. 64

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 11 June 1957

FROM : Chief Instructor, Intelligence Orientation

SUBJECT: Weekly Activities Report #24, 5 June - 11 June 1957

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1. Significant Items:

The final phase (Tradecraft and Operations) of the special Security Officer Course began on Monday, 11 June. [] security officers are enrolled.

2. Other Activities:

a. IO#10 ended on Friday, 7 June. There were no failures.

b. Student critiques for IO#10, though generally favorable, tended to be more critical than usual on certain unspecified visiting lecturers. The staff concurs on several and appropriate measures will be taken either to find substitutes or to discuss material and presentation with them so that their efforts will be of heightened interest. During the next running of the course, the long critique form will be used in order to pinpoint the strong and weak visiting lecturers.

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c. The Intelligence Products Exhibit was attended by some [] IAC visitors and seven from USIA. A suddenly scheduled budget meeting in USIA cut down on attendance from that Agency.

d. There were several additions to the Intelligence Products Exhibit. FBID installed a teletype machine for permanent use in the exhibit and also furnished a new exhibit panel. The Office of Personnel furnished a completely new exhibit on employee benefits. A temporary JOT panel was added to the OTR exhibit. Also, the OTR exhibit was reworked to reflect recent organizational changes in that office.

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3. Personnel Notes:

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a. [] returned from the Ops. Fam. Course.

b. [] is on annual leave, beginning 10 June. This is necessitated by the serious illness of her father.

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c. [] was on annual leave Monday and Tuesday, 10 and 11 June 1957.

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d. [] was on annual leave Monday, 10 June.

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